

# **Volunteer Income Tax Assistance Grant Program**

## **Frequently Asked Questions**

### **Reporting Requirements**

**1. *If I receive an award, what reports are required?***

Financial and management reporting requirements can be found in Publication 4671 on pages 20 – 22.

**2. *On the Form 13980, Business Results VITA Grant Program Year End Report, Questions 16 - 23 cover volunteers and certifications. Could a volunteer be counted more than once?***

Yes. The number of volunteers who certify at more than the VITA/TCE Basic level should be recorded at each level at which they certify.